WESTMINSTER PUBLIC SCHOOLS
MUSICAL INSTRUMENT LOAN AGREEMENT FORM

Name of Parent or Guardian		
Name of Student		
Address	**Zip Code**	**Phone**

THE PARENT AND STUDENT AGREE TO THE FOLLOWING CONDITIONS:

1. The student will care for the instrument in the best manner possible (*as prescribed by the music instructor*).
2. The parent and the student will be financially responsible for damage to the instrument beyond ordinary wear and depreciation.
3. The parent will notify the school principal immediately if the instrument is lost or damaged while in the student's possession.
4. The music instructor (with the principal's approval) may request the return of the instrument at any time.
5. The student and parent will supply such items as reeds, strings, oil, rosin, polish, and other similar needs.
6. This agreement is for one school year only. **Instruments are to be returned at the end of the instructional period or school year, whichever comes first.**

Instrument _____ **Serial No.** _____ **Dist. Inventory No.** _____

Date Checked Out _____ / _____ / _____ **Date Checked In** _____ / _____ / _____
MM DD YYYY MM DD YYYY

CONDITION OF INSTRUMENT (IN DETAIL):	CONDITION OF INSTRUMENT (IN DETAIL):
CONDITION OF CARRYING CASE (IN DETAIL):	CONDITION OF CARRYING CASE (IN DETAIL):
CONDITION OF ACCESSORIES (IN DETAIL):	CONDITION OF ACCESSORIES (IN DETAIL):

THE TERMS OF THIS AGREEMENT ARE ACCEPTED

STUDENT SIGNATURE	**SCHOOL NAME**
PARENT SIGNATURE	**MUSIC INSTRUCTOR SIGNATURE**
PARENT SIGNATURE	**PRINCIPAL SIGNATURE**